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13 December 1957

MEMORANDUM TO: Director of Training

SUBJECT: Request for Briefing Representatives of a Foreign Intelligence

1. As mentioned in our phone conversation of 11 December, we are forwarding to you a list of items concerning your briefing of our forthcoming visitors. Attached in a sealed envelope is background information on the three personalities who will be briefed. Although there are only two visitors concerned, the Washington Representative [redacted] is expected to attend.

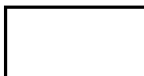
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2. Attached also for your information is a copy of a memorandum on this same subject, addressed to the Director of Personnel. Because of the close affinity between certain responsibilities of your respective offices, we have felt it advisable to inform both you and the Director of Personnel of items called to the attention of the other officer.

3. Our tentative agenda will allow a total of six hours on 16 January to accomplish the briefing of both you and the Director of Personnel. This in effect would make about three hours available to you. If for any reason the date is inconvenient or the amount of time is insufficient, we will make adjustments in our agenda for you.

4. The items of specific interest are as follows:

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- A. What is your university recruitment program.
- B. How do you handle the development of young people.
- C. How do you test new employees. Psychological. Professional.
- D. Training for new employees.
- E. Training for "old" employees

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F. Language training.

G. How do you mesh your training and career programs with those of the military services.



JOHN F. BLAKE
Chief, Support Staff
Eastern European Division

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ATTACHMENTS:

Sealed envelope
lcc - memo to D/Personnel

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